

REQUEST ADDITIONAL TESTING: SAMPLES ARE IN-TRANSIT TO SEED LAB

Note: If at any point in the process buttons do not populate after selecting from a drop down menu, try hitting the “Tab” key on your keyboard.

Additional testing beyond that initially requested on your sample certificate/test order form can be requested after samples have been sent to the lab.


The process for testing requests differs slightly depending on whether the sample has been received at the lab or not. This guide is for samples that have not yet been received at the lab. For samples that have already been received and processed at the Seed Lab, please see the “Request Additional Testing: Received Samples” guide.

Start by accessing your Online Services account at: <https://w3.oscs.orst.edu/online/>

Pins are case sensitive. Make sure to click the CAPTCHA check box that says “I am not a robot”

OSU Oregon State University Extension Service

Please follow the links on the bottom of this page to Seed Certification and Seed Laboratory Websites for the latest updates on COVID-19.

E-Mail Address:
PIN:
For OSCS Use:
 I'm not a robot 

Seed Services Client? Get an account [here](#)
Certification Tag to Verify? Click [here](#)

Field Information:

1. Query and Download Crop Field Information
2. Obtain Information on Certified Varieties in Oregon
3. Obtain Certification Client Information (by Name or Crop Kind)
4. View Small Grains Preliminary or Passed Inspection Growers List
5. Create Field Applications for Certification
6. Obtain Approval or Finalize Approved Small Grains Field Application^{New}
7. Reprint Field Application or Outline and Print Field Boundaries of Your Certification Fields
8. Transfer Fields to Another Grower or Accept Fields from Another Grower
9. Sign up Eligible Certified Fields for Crop Inspection
10. Sign up for Re-inspection of Fields Rejected Subject to Re-inspection
11. View, Download, or Print a Copy of Certification Reports
12. Request Field Extension for Your Contracted Fields

Scroll to section “B. Seed Sample Information” then select option “3. Obtain Transaction Number for Submitted Sample”

B. Seed Sample Information:

1. Create Online Seed Sample Certificates
2. Request Sampling of Certified Lots
3. Obtain Transaction Number for Submitted Sample Certificates
4. Create Online ISTA Seed Sample Certificates
5. Reprint Sample Certificates Submitted Online
6. Track Your Samples Through Purity Analysis Process
7. Submit Changes for Received Samples or Online Sample Certificates
8. Change Container Types from Bulk Containers to Sacks or Buckets
9. Query and Download Sample, Purity, and Viability Information

Use the form to select either a date range or "Today" and a crop kind from the drop-down menu, then click "Continue".

From Date:

Through Date:

OR

Today:

Certified Crop:

The search will return a list of Transaction Numbers with sample and customer information as in the below example:

Transaction No.	Submitted By	Date Submitted	Lot Number	Variety and Crop	Warehouse	Tests
<u>100000</u>	OSU Seed Lab	Feb 1 2021	B00-20-000	Beavers Creeping bentgrass	Seed Cert	p g seq/cw <u>Add</u>

The column on the far right lists the testing that was requested for this sample when the certificate was created. If you wish to add an additional test or a Rush/Super Rush service, select the underlined "Add" link.

Lot Number	Variety and Crop	Warehouse	Tests
B00-20-000	Beavers Creeping bentgrass	Seed Cert	p g seq/cw <u>Add</u>

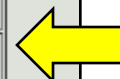


A new box will appear that provides a field for you to enter any tests or services you wish to have added to the sample when it arrives at the Seed Lab.

Test or Transaction No.: 124320

New Report: NO

Additional Tests:



After entering your requests, click "Submit Changes". The testing you requested will be added to the sample as it is received and processed.